

**NEBRASKA NATIONAL GUARD  
HUMAN RESOURCES OFFICE  
2433 NORTHWEST 24<sup>TH</sup> STREET  
LINCOLN, NEBRASKA 68524**

**ACTIVE GUARD RESERVE VACANCY ANNOUNCEMENT**

**Announcement Number:** AGR-AR-16-051

**Closing Date:** 12 April 2016

**Position Title:** Training Officer

**Location:** JFHQ-NE, G3, Lincoln, NE

**Military Grade Range:** Minimum MAJ/O4 - Maximum LTC/O5

**Military Requirements:** Designated assignment for this position is 02A, Combat Arms Generalist. MAJ/O4 applicants must DA Board Select for promotion to LTC/O5. Promotion to LTC/O5 is dependent on the availability of LTC/O5 controlled grade. On-board AGRs must have a current SECRET or higher Security Clearance. Military assignment will be to the Main Command Post Operations Detachment, Liaison Officer. **Applicants will review the qualifications for the award of this MOS in Department of the Army Pamphlet (DA PAM) 611-21 for further demand rating and qualifications for initial award of MOS. Failure to review these qualifications may result in the applicant not being eligible for the position.**

**Area of Consideration:** All on-board members of the Nebraska Army National Guard may submit applications for this position. **AGR's within 18 months of initial tour or 12 months of assignment or reassignment of closing date of this announcement require a stabilization waiver. Stabilization waiver request must be submitted with application by closing date.**

**Qualified applicants will be referred to the selecting official in the following order.**

**Area 1:** Lateral Transfers of on-board AGR personnel (LTC/O5).

**Area 2:** NA

**Area 3:** Transfer of DA Board select on-board AGR personnel (MAJ/O4).

**Area 4:** NA

**General Requirements:**

1. Knowledge of a wide range of training methods.
2. Knowledge of training programs, policies and procedures.
3. Knowledge of military organizations, equipment and occupational specialties.
4. Knowledge of the mobilization process and policies.
5. Skills to plan, assess and evaluate training.

**Summary of Duties:** State proponent and subject matter expert on the synchronization and requirements of pre-mobilization training. Coordinate resources and develop plans, orders and directives that support the evaluation of all pre-mobilization training. Coordinate and resource all pre-mobilization assessments and training events. Primary liaison with Senior Army Advisor, 1st Army and 1st Inf Div. Provide direct guidance to unit pre-mobilization training. Assesses and forecast collective and individual training requirements for units.

## Application Instructions:

Please read the application instructions as there have been changes to the application and process for applying.

### !!! IMPORTANT NOTICE!!!

Applications will be screened after the job closing date, not prior. Please review your application for accuracy before you submit it to HRO. Nothing will be added to the application after 1600 hrs on the closing date.

E-mail may be sent to [nq.ne.nearng.list.hro-agr-job-apps@mail.mil](mailto:nq.ne.nearng.list.hro-agr-job-apps@mail.mil) with a subject line of "Job Application AGR-AR-\_\_-\_\_ (list job announcement number)". Electronic applications will be submitted as one attachment. Applications submitted in multiple attachments will not be accepted. Applications or attachments which are unreachable or cannot be opened will not be accepted or considered.

\* Candidates may apply by submitting a completed **Application for Active Guard/Reserve (AGR) Position**, NGB Form 34-1. Reference AR 135-18 Para 2-3 and NGR 600-5 Para 2-4 the following documents must be submitted. Packets without the appropriate documents or a written explanation will not be processed for interviews. Applicants will use the following checklist to ensure proper documentation is submitted.

\_\_\_ Yes \_\_\_ No 1. Application for Active Guard/Reserve (AGR) Position, **NGB Form 34-1, dated 20131111**. This form can be downloaded from the **Nebraska National Guard Opportunities webpage**. **Previous versions of the form will not be accepted**. Application must be signed and written explanations for YES answers must be provided within the application packet. \_\_\_(Initials)

\_\_\_ Yes \_\_\_ No 2. ERB/ORB. Download your validated Selection Board Record Brief ERB/ORB from <https://minuteman.ngb.army.mil/benefits>. **Enlisted applicants who are not MOS qualified for the announced position must include ASVAB scores on their ERB**. \_\_\_(Initials)

\_\_\_ Yes \_\_\_ No 3. Last five OER's/NCOER's. Applications must contain their most current OER/NCOER and if unavailable written explanation must be provided. A letter of recommendation or performance must be submitted if you don't have any OER's/NCOER's. \_\_\_(Initials)

\_\_\_ Yes \_\_\_ No 4. NGB 23 (RPAM). All Army National Guard Soldiers must submit a NGB 23 dated **within 6 months of closing date**. \_\_\_(Initials)

\_\_\_ Yes \_\_\_ No 5. Statement of all active duty performed (DD 214, DD 215, DD 220). You can find these forms in your IPERMS <https://iperms.hrc.army.mil/rms/login.jsp> DD 214/215/220 are not required for current on-board AGRs. \_\_\_(Initials)

\_\_\_ Yes \_\_\_ No 6. Your last 4 Army Physical Fitness Test documented on a DA 705(s). **The last APFT score must be passing and within 12 months for M-Day and 6 Months for AGR of closing date**. You must provide written explanation if you are unable to provide the last 4 APFT scores. \_\_\_(Initials)

\_\_\_ Yes \_\_\_ No 7. Current passing semi-annual weigh-in documented on TAG NE 600-9, DA5500/5501 or DA 705. DA 5500/01's are required for Soldiers who exceed the weight for height Table B-1, AR 600-9. **Current is within 6 months of closing date**. \_\_\_(Initials)

\_\_\_ Yes \_\_\_ No 8. IMR (Individual Medical Readiness) <https://medpros.mods.army.mil/medprosnew/secure/medical/imr.aspx> with a record **PHA completion date within 12 months of closing date**. \_\_\_(Initials)

\_\_\_ Yes \_\_\_ No 9. If you are on a profile include a current DA 3349. Any PULHES with a 3 or 4 must be supported with medical fit for duty waiver (MMRB or MAR2). \_\_\_(Initials)

\_\_\_\_ **Yes** \_\_\_\_ **No** **10.** Any additional information/memorandums/letters of recommendation may be submitted that you feel will help qualify your application or for any “no” responses identified on this checklist.  
\_\_\_\_(Initials)

\_\_\_\_ **Yes** \_\_\_\_ **No** **11.** DoD Approved 8570 Baseline Certification. Provide documentation of certification level. Current certifications are maintained on the Defense Information Systems Agency website: <https://iase.disa.mil/iawip/Pages/iabaseline.aspx>. Applicants without current certification can submit a detailed memo illustrating ability to obtain certification for future compliance within 6 months IAW DoDi 8570 IT work force requirements.\_\_\_\_(Initials)

*To qualify for initial entry in the AGR Program applicants must meet the eligibility requirements in AR 135-18 paragraphs 2-1, 2-2, and 2-3. IAW AR 600-8-2, Flagged ARNG and US Army Reserve (USAR) soldier may not apply for AD or ADT.*

*In order to comply with United States Department of Defense (DoD) requirements and ensure the safety and security of the missions, programs, property and personnel of the Nebraska Military Department and Nebraska National Guard, employees must obtain the appropriate background investigation and maintain the level of security clearance assigned to their respective work.*

*Failure to obtain and maintain the designated type of security clearance/background check required for the respective work, may result in a job offer being rescinded, separation of employment, and/or other actions as may be deemed in the best interest of the agency.*

*Prior to appointment individuals must meet the security clearance requirements for the position or submit the required documents to the Nebraska National Guard Personnel Security Manager for processing the appropriate investigation. Required forms for AGR positions – SF 86, PSIP Initiation Form, Birth Certificate (or other proof of citizenship) and Fingerprints. Technician positions also require the OF 306 and Application/Resume.*

*The use of official mail to forward employment applications is prohibited. Applications submitted using government postage will not be considered.*

*Applications may be submitted by e-mail, postal mail, or hand-delivered to the HRO no later than 1600 hours on the closing date. Applications received after the closing time will not be considered for the position.*

**Mail applications to:** NE National Guard  
Human Resource – AGR Branch  
2433 NW 24<sup>th</sup> Street  
Lincoln, NE 68524

*The HRO is not responsible for any malfunctions when using electronic means to transmit job applications. Applicants may verify receipt of their application telephonically or via email.*

***The Nebraska National Guard is an equal opportunity employer; we do not discriminate on the basis of race, gender, sexual orientation, religion, national origin or ethnicity.***